

NORTHEASTERN YORK COUNTY SEWER AUTHORITY

October 26, 2015

The Northeastern York County Sewer Authority met on Monday, October 26, beginning at 7:00 PM in the Authority meeting room at 200 North Main Street in Mt. Wolf.

Authority members in attendance were:

Mt. Wolf Borough

George Miller
Patti Fisher

Manchester Borough

Clair Good
Gene Snell, Jr.

East Manchester Township

Joel Klinedinst

Engineer

Chris Toms

Solicitor

Stacey MacNeal

Plant Superintendent

Tom Prowell

Recording Secretary

Pat Poet

Visitor present: Rachel Kling

Minutes

A Klinedinst/Fisher motion was made to approve the minutes from the September 28, 2015, meeting. Motion passed unanimously.

Visitors/Correspondence

None

Operations Report

Biosolids Hauling – Tom reported biosolids were hauled this month and at the present time, one of the digesters is empty and one is close to being empty. He noted there should be sufficient fields to apply to during the winter, as needed.

Camera Repair – The line camera has been sent to Rausch Electronics for repairs.

Tractor Repair – The hydraulic pump needs to be rebuilt on the tractor at the farm.

Blower Repair – A major repair is needed to one of the blowers at the plant that seized up. It will be transported tomorrow to determine if it can be rebuilt. Tom should know by the end of this week if repairs can be made or if a replacement will need to be purchased.

DEP Meeting – Chris Toms, Karen Wilson and Tom attended a meeting with DEP to review the outfall relocation and corresponding plant upgrades that will be needed with that relocation, along with discussing the Saginaw Plant influent organic overload. Chris will report more details later in his report.

Authority Administration

Delinquent Properties – Progress is being made to collect portions of delinquent accounts. Rachel Kling has been sending letters out to customers outlining payment plans as well as printing Shut Off Notices as needed for Authority personnel to post. Pat brought two properties to the Authority's attention. One is in Mt. Wolf Borough that has not made any payments since at least 2008. The owner of this property had a medical certificate signed by their Doctor several years ago. Attorney MacNeal suggested sending a letter to this property owner notifying them that they must begin making monthly payments on their account. The second property is located in East Manchester Township and is currently for sale, but not connected to York Water. Attorney MacNeal will check to see if the lien on this property is current and what the status is with the Township regarding mandatory water connection.

Solicitor's Report

Operating Reserve Draft Policy – Attorney MacNeal presented this policy to be reviewed prior to adoption. The purpose of the policy is to build and maintain an adequate level of unrestricted net assets. The policy will be discussed at the November Authority meeting and perhaps voted upon. Attorney MacNeal noted funds could be maintained in the Authority's current money market account or a separate account could be created to transfer these funds into.

Arbitrage Calculation – Attorney MacNeal reported PFM has calculated the arbitrage payment and it is approximately \$150,000, which will come due prior to the next Authority meeting. She suggested this amount be added to the invoices to approve this evening. Attorney David Twaddell from Rhoads & Sinon has received the information and he should be preparing the IRS tax return to send with the payment.

Variable Rate – Attorney MacNeal reported that Gordon Walker had informed her that the variable rate continues to remain under 1%, at 0.92%.

Engineer's Report

Wellspan Line Dedication – After discussion, a Klinedinst/Miller motion was made to approve Resolution 2015-5, which accepts thirty six feet of sewer line constructed for the Wellspan project in East Manchester Township. Motion passed unanimously.

Wellspan Security – A Klinedinst/Miller motion was made to release the Wellspan letter of credit. Motion passed unanimously.

Newberry Township Annual Calculation – Chris Toms has completed the annual per gallon rate calculation to charge Newberry Township for 2016. It was discovered that in the past, farm operating costs were not included in this calculation. Chris has added a portion of those costs to the calculation. The cost per 1,000 gallons will be \$4.05. A Miller/Fisher motion was made to authorize engineer Chris Toms to send a letter to Newberry Township informing them of the new costs effective January 1, 2016. Motion passed unanimously. The current 1,000 gallon rate is \$3.87.

North York Development – Chris is going to recommend adopting the sewer lines for this project at next month's meeting, if the maintenance security is posted.

Saginaw Organic Overload – Chris, Tom and Karen Wilson met at the DEP office and had a discussion on the overload situation at the Saginaw Plant. The plant is designed for a 200 mg/l organic influent load, however the average organic load has been close to 300 mg/l. It has had no ill effects on the effluent leaving the plant. DEP suggested the Authority have the Saginaw plant re-rated. When that is done, Chris can submit that information in the Chapter 94 Report for 2016. Tom and Chris will work with Aeromod to determine what needs to be done to have Saginaw re-rated.

Mt. Wolf NPDES Permit – During the meeting with DEP, Chris and Tom requested DEP hold off on issuing a draft NPDES permit until decisions were made on the new outfall location and needed upgrades to the plant. Tom and Chris felt that DEP was amicable to that idea. However, DEP then made a decision to issue the draft NPDES permit, which was received today. The permit was posted in the PA Bulletin two days ago. The lab budget will likely have to be increased, since the number of tests are doubled in the draft permit, along with additional wet tests that will need to be performed quarterly during the first year, but if the first year tests pass, only annual wet tests will be required. Chris noted that the Act 537 Plan requires public notice if the outfall location changes.

Treasurer's Report

Invoices – A Miller/Klinedinst motion was made to approve the invoices as submitted. Motion passed unanimously.

October 26, 2015

Page 4

Requisitions 2015-8 – A Miller/Good motion was made to approve requisition 2015-8 totaling \$2,202.07 to CS Davidson, Inc. for engineering fees for the effluent line project. Motion passed unanimously.

Trustee Funds – Attorney MacNeal explained that requisitions should now be paid out of the Authority's BNY Mellon 2013 Construction Fund first until that is depleted, and then move to the 2015 Construction Fund. She is going to check why a balance remains in the Debt Service Reserve Fund. That money should be transferred to the 2015 Construction Fund.

Budget Meeting – A second budget meeting has been scheduled for Tuesday, November 3rd, beginning at 7 PM in the Authority's meeting room. Pat will advertise the meeting.

Executive Session – At 7:50 PM, Chairman Snell called an Executive Session to discuss personnel issues.

Executive Session Ends – At 8:04 PM, Chairman Snell called the regular meeting back to order.

Adjourn

At 8:05 PM a Klinedinst/Good motion was made to adjourn. Motion passed unanimously.

NEXT REGULAR MEETING - Monday, November 23, 2015 - 7:00 PM - 200 North Main Street

